



**Ashburnham Village Center Zoning District Study Committee Meeting
Tuesday, September 9, 2008, 7:00 PM
Lower Meeting Room, Town Hall**

Members Present: Joseph Daigle, Jonathan Dennehy, Joseph Kalagher, John MacMillan, Elizabeth McLaughlin, and David Perry. Members Absent: Stan Herriott (Chair), Diane Hill, and Jim Whidden. Staff Present: Eric R. Smith, AICP, Town Planner (Clerk); Guest: John Moylan, Cushing Academy.

I. Introduction: Call to Order

Meeting was called to order at 7:00 p.m. With Stan Herriott absent tonight, the Committee agreed to have John MacMillan be acting Chairman for tonight's meeting.

II. Approval of August 19, 2008 Meeting Minutes

Motion was made by Joe Kalagher to approve the August 19, 2008 meeting minutes. Seconded by Dave Perry. Passed by a Vote of 6 to 0.

III. John Moylan, Cushing Academy

John MacMillan, Acting Chairman, introduced John Moylan from Cushing Academy. Mr. Moylan is the Director of Plant and Property. He indicated that with the new Administration, he is here just to listen and any questions for Cushing would be noted and directed to the Administration. The Town Planner began the discussion by providing Mr. Moylan with copies of two GIS Maps (Village Center Commercial Core Parcels and Village Center-Residential Parcels). The Town Planner presented the existing Village Center Zoning District Map, and discussed some of the goals of this Committee.

Jonathan Dennehy noted the Village Center existing lot patterns go back oh 150 years ago. Zoning came in (to most Massachusetts small towns) around the 1940s, 1950s and 1960s superimposing a larger lot size, trying to make a more standardized approach to lot development. Such zoning for the outlying areas made sense in making development uniform. However, now go back & make the old patterns more conforming (as to lot size, frontage, etc.).

John Moylan noted that he can't speak for Cushing Academy as there is the new administration. He noted that Cushing is working on an update to their Master Plan. Mentioned that we should talk with Wayne Sanborn about the status of the Master Plan update.

The Town Planner asked about need for additional Faculty Housing. Mr. Moylan noted there is the demand, as they are trying to sign 2 more leases.

Elizabeth McLaughlin asked if improvements were made to the Village Center would it help Cushing be more competitive.

John Moylan told the Committee how Cushing has hosted the Ashburnham Fire Department Vehicles. Once the Public Safety Building is done, the Facilities Department will move into the garage/building where the Fire Department vehicles are located now. Will include a workshop.

One of his goals is to have central shipping/deliveries at Cushing Academy, besides those to the Dining Hall, come to the Facilities Department Building/Area. One positive impact of this measure, may be able to reduce truck traffic in the Village Center.

The Town Planner also asked about Cushing's need for more parking. Always a need for more parking John Moylan said. However, there is plenty of parking at the Ice Arena. But distance to the rest of the Cushing campus is one reason it may not be so utilized. The need for more parking is being tied into their Master Plan. Cushing used to share parking with the St. Denis Church at 83 & 87 Main Street, but now have those people park at the Ice Arena.

Elizabeth wondered if the roadway redesign for Route 101 towards the Post Office would include a new sidewalk. The Town Planner agreed to talk to the DPW Director about the current design plans.

The Town Planner and the Committee discussed the Village Center Customer Survey and the Marketing Plan Grant. John Moylan agreed to see about distributing the Customer Survey to Cushing Staff, Faculty & Students. John MacMillan suggested using a different color paper, to help track which responses came from Cushing. John Moylan noted that the Committee may want to seek the opinions of upper level Oakmont Students as well.

IV. Develop Appropriate Zoning Bylaw Amendments

A. Begin Committee Exercise of Identifying Schedule of Uses within the Residential Village, R-V, or Village Residential Zoning District” (By Right, Special Permit or Site Plan Review)

The Committee then continued working with a document the Town Planner had prepared and was mailed out in the Agenda Packet. It shows the results from Committee's previous work on filling out uses in the proposed Village Center-Residential (VC-R) Zoning District. The Committee completed their work on adding the Schedule of Uses from Section 3.2 to the VC-R Zone. Please see attached document *“Schedule of Uses Regulations – Proposed, based on review through the September 9, 2008 Village Center Zoning District Study Committee Meeting.”*

The Committee was also planning to review the *“Possible Additional Uses for Ashburnham Village Center (as suggested in the Massachusetts Smart Growth/Smart Energy Toolkit Model Village Center Zoning Bylaw)”* but reviewing possible additional uses for the VC-R Zoning District, as they had done for the V-C Commercial Core. The Committee reminded the Town Planner that they had discussed allowing Push Cart businesses. Since the time of 9:00p.m. was approaching, the Committee decided to hold off this discussion until the next meeting. They also directed the Town Planner to add the *“Possible Additional Uses”* to the Schedule of Use document.

VI. Scheduling of Future Meeting(s), including Site Visit(s)

With Diane Hill requesting to have the Village Center Zoning District Study Committee meet on a Wednesday, the Town Planner reviewed the upcoming Zoning Board of Appeals hearing schedule with the Land Use Administrator and the Zoning Board of Appeals (ZBA) Chairman.

The ZBA will not schedule any Hearings on Wednesday, October 8th, which will be the next meeting of the VCZD Study Committee.

A Site Visit to the Towns of Peterborough/Jaffrey will be scheduled at the October 8th meeting.

VII. Adjournment

Meeting was adjourned at 9:00p.m.

Meeting minutes submitted by Eric R. Smith, AICP, Town Planner